

An. Code, 1924, sec. 4. 1920, ch. 41, sec. 4.

5. It shall be the duty of the Commissioner to carry out the provisions of this Article, and to make, with the approval of the Governor, such rules as he deems necessary or proper to that end. Such rules may, with the approval of the Governor, be abolished, added to, changed or amended, and all such rules shall have the force and effect of law.

An. Code, 1924, sec. 5. 1920, ch. 41, sec. 5.

6. It shall be the duty of all officers and employees of this State, at the request of the Commissioner, to aid the Commissioner in all proper ways in carrying out the provisions of this Article; and of the rules made under it; such duties to be performed without extra compensation and as a part of the public duties of such persons.

It shall also be the duty of all officers and employees of this State and of the several counties and municipalities thereof to allow the reasonable use of public buildings and rooms, and to heat and light the same for the holding of any examinations or investigations provided for in this Article, and in all proper ways to facilitate the work of the Commissioner.

An. Code, 1924, sec. 6. 1920, ch. 41, sec. 6.

7. The Commissioner shall investigate the enforcement and effect of this Article and of the rules made pursuant hereto, the conduct of the classified service employees, the methods of administration and the nature, tenure and compensation of all positions in said service. He shall investigate the efficiency of all classified service employees, and shall communicate to the respective appointing authorities from time to time his findings with recommendations for increased efficiency and economy. The Commissioner, in his annual report to the Governor, shall state the number of employees below a fair standard of efficiency, in each office, board, department, commission or institution, and the salary of each such employee.

In the course of any investigation or hearing under the provisions of this Article, the Commissioner and any person or board appointed by the Commissioner to make any investigation or to conduct any hearing, may administer oaths and shall have power to secure by subpoena the attendance and testimony of witnesses, and the production of books, papers and other material relevant thereto in the same manner, and with the same effect as is provided with respect to the Public Service Commission under Article 23 of the Code of Public General Laws, and any amendments thereto.

See notes to Sec. 25.

An. Code, 1924, sec. 7. 1920, ch. 41, sec. 7.

8. Subject to the approval of the Governor, the Commissioner shall establish classes and classify therein all positions in the classified service, and shall, from time to time, thereafter as may be necessary, establish additional classes and classify therein new positions created, and may combine, alter or abolish existing classes. Each such class shall embrace all positions similar in respect to the duties and responsibilities appertaining thereto and the qualifications required for the fulfillment thereof and shall be given a classification title indicative of the character and rank of the employment. The classification title thus prescribed shall be observed in all records and communications of the Commissioner, Comptroller and Treasurer. Employees shall assume the classification titles of their respective positions.